

Plumeria Bingo

Health and Sanitation Guidelines Statement

The health and safety of our Management and Employees, as well as Guests, is our top priority. As such, ensuring the safety of our guests and Employees is of our utmost importance, while reducing Plumeria Bingo's exposure to COVID-19 (Coronavirus). Plumeria Bingo is closely monitoring government policy changes, Center for Disease Control (CDC) guidelines, government mandates, and public health updates and will continue to make changes as necessary or appropriate to our protocols and procedures. We will ensure all protocols and procedures set forth below are being followed and documented. To effectively reopen safely and responsibly we propose the following.

BINGO HALL OPERATIONAL GUIDELINES SUGGESTED FOR EMPLOYEE AND PLAYER HEALTH SAFETY PROTOCOLS AND GUIDELINES.

Centers of Disease Control (CDC) guidelines to minimize the spread of COVID-19

- If you do you not feel well, stay home. Known symptoms of COVID-19 include a cough, fever and shortness of breath.

- Wash your hands often

- * Wash your hands often with soap and water for at least 20 seconds, especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.

* If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Hand sanitizer stations will be positioned throughout the entire property and bingo hall.

* Avoid touching your eyes, nose, and mouth with unwashed hands.

- Avoid Close Contact (Social Distancing)

* Stay at least 6 feet (about 2 arms' length) away from other people.

* Keeping distance from others is especially important for people who are at a higher risk of getting very sick.

- Cover your mouth and nose with a cloth face cover when around others

* The cloth face cover is meant to protect other people in case you are infected.

* Continue to keep about 6 feet between yourself and others. The cloth face cover is not a substitute for social distancing.

- Cover coughs and sneezes

* Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.

* Throw used tissues in the trash.

* Immediately wash your hands with soap and water for at least 20 seconds. Use hand sanitizer containing 60% alcohol if soap and water is not available.

- Clean and Disinfect

* Clean and Disinfect frequently touched surfaces daily.

* Then, use an Environmental Protection Agency (EPA) registered product to disinfect.

CDC Signage guidelines

• There will be health and hygiene reminders throughout the property (Exhibit 1), both front and back of house, of the CDC guidelines listed above to minimize the spread of COVID-19.

Isolation Protocols

In the event of guest or employees with illness OR symptoms:

- Management of employees will be advised immediately to make contact with the suspected person.
- Patron or Employee will be isolated
 - * Employee designated area to be identified.
 - * The area will be isolated from the general public.
- Suspected person and Management will wear gloves and face mask. They will be provided if they do not have their own.
- Security will ask a series of questions including but not limited to: Timeline, locations visited and contact tracing while on property.
- Plumeria Bingo Management or staff will contact Guam Public Health (GPH) about suspected cases or exposures and complete the proper paperwork provided by GPH.
- Employees will be advised to leave the property to seek proper medical attention based on their symptoms.

- Patron will be advised to seek proper medical attention based on their symptoms.
- All immediate areas that the team member or guest had contact with will be disinfected immediately and according to CDC guidelines.
- If we have a confirmed case, Plumeria will take guidance from the Guam Public Health.

Cleaning and Disinfecting

- Hand Sanitizer dispensers, touch-less whenever possible, will be placed at Patron Main Entrance and Employee Office Entrances and contact areas such as the bingo entrances, men and women restroom entrances.
- The frequency of cleaning and disinfecting has been increased in all public spaces with an emphasis on frequent contact surfaces including, but not limited to, door handles, public bathrooms, stair handrails, bingo POS counters, bingo handhelds and seating areas. .
- High guest traffic areas will be disinfecting daily using Clorox Wipes or Equivalent (EPA reg # 67619-25) or an equivalently effective cleaning process. When using this sprayer, the area will be closed to guests and Team Members not involved with the cleaning process. Proper PPEs will be used as required by the chemicals Safety Data Sheet, which should include protective gloves and masks.

EMPLOYEE EXPECTATIONS

- Team Members are required to stay at home if they do not feel well and are instructed to contact a manager if they notice a coworker or

guest with a cough, shortness of breath, or other known symptoms of COVID-19. Employees who have symptoms of COVID-19 should not come back to work until permitted under CDC guidelines (Exhibit 2).

- Every Team Member is always required to observe Social Distancing guidelines, when possible.
- All Team Members will be required to enter the property via a designated location. They will meet with Management who will take the temperature of the Employee PRIOR to clocking in and entry into the property. This is designed to determine if any COVID19 symptoms are present.
 - Every team member will complete a questionnaire (Exhibit 3) upon arrival.
 - Each employee's temperature will be taken upon arrival to ensure nothing higher than 100.4o (37.8oC) is permitted.
 - If an employee temperature is higher than permitted level, they will be placed in a designated isolation area for a follow-up temperature check. During this time Management will inquire if the employee has any symptoms consistent with have been exposed to someone with COVID-19.
 - If the employee tests high on the second attempt, they will not be permitted to work.
 - The employee will be instructed to leave property immediately and go home or to a health center.
 - All employees MUST call their physician first to be evaluated over the phone. Employees are required to inform Management of the results of check up with Doctor.
 - COVID-19 Training. ROLES AND RESPONSIBILITIES. FOLLOW SAFETY AND SANITATION PROTOCOLS.

- Management and Guam Public Health (GPH) will be notified of the suspected illness. Employees will not be able to return to work until CDC guidelines are all met.
 - No fever for 72hours.
 - Other symptoms have improved.
 - 10 days have passed since their symptoms first appeared.
 - OR-If you had a test to determine if you are still contagious.
 - You no longer had a fever.
 - All other symptoms have improved.
 - You received a negative tests at least 24 hours.

- Every employee entering the bingo hall will be provided a mask or provide their OWN and is required to wear that mask while on property.

- Hand sanitizer will be available at each time clock location and employees will be required to sanitize their hands, before and after clocking in.

- Gloves will be provided to employees whose responsibilities require the usage of gloves and while selling cards and money handling.

- All employees, based on their role and responsibilities and in adherence to state or local regulations and guidance, will wear appropriate PPE. Training, provided by the Plumeria Bingo, on procedures and policies to properly use and dispose of all PPE will be mandatory.

- Signage will be posted and all Employees are required to meet the CDC guidelines as it relates to but not limited to:
 - Social distancing (Exhibit 4)
 - Hand-washing (Exhibit 5)

- o PPE usage (Exhibit 6)
- o Disinfecting procedures (Exhibit 7)
- Plumeria employees have been instructed to wash their hands, or use sanitizer when a sink is not available, every 60minutes (for 20-seconds) and after any of the following activities: using the restroom, sneezing, touching the face, blowing the nose, cleaning, sweeping, mopping, smoking, eating, drinking, entering and leaving the gaming floor, going on break and before or after starting a shift.
- Employee pre-shift meetings will be conducted in areas that allow for appropriate physical distancing between employees, if possible or other matters in relation.
- Handshaking, hugging, “high-fives” or any other physical contact will not be permitted.

GUEST OR CUSTOMER EXPERIENCE

- Patrons will enter the property at our designated door that will pre-check or screen each visitor. Players will be screened and asked to use hand sanitizers and to wear a mask upon entry.
 - Entry will be limited for our security team to conduct non-invasive temperature checks utilizing thermal thermometers. temperature is at 100.4 [37.8° C] or higher the they will be required to stay in a designated area for a period of 5 minutes. After waiting the designated time period, their temperature will be taken again. This waiting period is designed to ensure the high temperature is not a result of environmental conditions (i.e. excessive heat). • If the patrons temperature remains at or above 100.4 [37.8° C] or if

the patron is exhibiting other symptoms, they will not be allowed entry. They then must depart the property immediately.

- Players will be advised to practice social distancing by standing at least (6) feet away from other groups of people not with them while standing in lines.
 - Players requesting special services will be assisted to the extent possible and any equipment used will be sanitized after each player is assisted.
 - Traffic in Toilet Areas will be limited to (4) patrons at a time, while practicing physical & social distancing of (6) feet. An employee attendant will be at the door to assure this protocol is adhered to. We will also remind patrons to wash their hands at a minimum of 20 seconds using soap and water provided. Hand sanitizer or Spray will also be provided.
 - Employees must respond ASAP to report any presumed cases of COVID-19 to management and then we will contact proper authorities.
 - Employee must inform management if they notice a co-worker or patron has a cough, shortness of breath, or other known symptoms of COVID-19.
- Guest Facial masks are REQUIRED. NO MASK NO ENTRY.
 - Management will conduct hourly counts of patrons on the bingo floor, with these being logged into SAFETY CHECKLIST OF PREMISES (Exhibit 8).
 - Bingo has removed seating to ensure proper distancing.
 - Hand sanitizers will be made available to bingo patrons. Hand Sanitizer stations will be positioned throughout the bingo floor for customer and employee usage.

- Reduced seating in accordance with federal, state and local guidance to allow for the appropriate distancing between each table and patrons.
- Signage will be posted throughout the property reminding guests and team members about the CDC guidelines as it relates to Social Distancing, frequent Hand washing and usage of PPE. (Exhibit 1, 2 4, 5, 6 &7).
- Social Distancing decals will be present on the floor throughout the property where lines could occur as a reminder of social distancing (Exhibit 9).
- Frequency of cleaning and disinfecting will be increased in all public spaces with an emphasis on frequent contact surfaces.
- Increased frequency and disinfecting to doors, table and chairs, toilet seats, water faucet handles, telephones, light switches, and flooring.
- Hand Sanitizer dispensers will be placed at the following locations:
 - o All Entrances/Exit and throughout the bingo hall floor
 - o Main POS STATIONS
 - o Callers Station
 - o Men's & Women Restrooms
 - o Bingo room entrance
 - o Employee Entrance/Exit

DEPARTMENT SPECIFIC POLICIES

Bingo Operations (Daily)

- Seating has been reduced by 50% to ensure proper social distancing. 1 Patron per 6 FEET TABLE. (Exhibit 10).
- Employees will wear masks and gloves (as needed) at all times.
- Face coverings are recommended for employee and patrons..
- Limit the number of guests at selling windows.
- Social distancing reminders on floor.
- Disinfecting of bingo equipment between sessions.
- Disinfecting of selling stations between customers.

Security

- We will conduct hourly counts of patrons on the bingo hall, with these being logged into our Log Sheet. (Exhibit 8)
- All contact surfaces to be sanitized at the completion of an incident (in addition to standard sanitization protocols).
- Supervisor or person in charge to log completed tasks.
- Will conduct random temperature checks on employees.
- Will enforce Social distancing guidelines and gatherings that do not meet CDC recommendations.
 - Management will be implementing more staff in the hall to ensure players are in their seats as much as possible.
 - Patrons of the same household may sit together.
 - All Patrons who are in BINGO Session may request to lower their mask for the yelling of "BINGO!" and give worker proper identification for (Department of Revenue and Taxation) DRT purpose and filing

3rd PARTY VENDORS

Plumeria Bingo requires all 3rd party vendors to adhere and meet the expectations of our own Employee and Patrons.

- All Vendors, entering the property, must wear a mask.
- Management will meet with the vendor and will ensure they meet the same property entry requirements as Team Members (i.e. body temperature and COVID-19 symptoms).
- Plans must meet the CDC and Guidelines.
- This policy applies to all vendors. Refusal to participate will result in the vendor being asked to immediately leave the property.
- If the vendor's temperature is at 100.4 [37.8° C] or higher the they will be required to stay in a designated area for a period of 5 minutes. After waiting the designated time period, their temperature will be taken again. This waiting period is designed to ensure the high temperature is not a result of environmental conditions (i.e. excessive heat). • If the vendor's temperature remains at or above 100.4 [37.8° C] or if the vendor is exhibiting other symptoms, they will not be allowed entry. They then must depart the property immediately.

Disclaimer: These suggested procedures and protocol are provided only as a guide and are not intended to be fully exhaustive nor as a guarantee that following them will prevent exposure or infection to any disease. Procedures and protocols will be updated as circumstances warrant. Halls and Players are reminded to always use due diligence, caution, and common sense.

EXHIBIT 1

Stop Germs! Wash Your Hands.

When?

- After using the bathroom
- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone at home who is sick with vomiting or diarrhea
- After changing diapers or cleaning up a child who has used the toilet
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage



How?



Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.



Lather your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers, and under your nails.



Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.



Rinse hands well under clean, running water.



Dry hands using a clean towel or air dry them.

Keeping hands clean is one of the most important things we can do to stop the spread of germs and stay healthy.

LIFE IS BETTER WITH

CLEAN HANDS



ALTERNATIVES

If there is no hand soap in the home, you can also use shampoo or dish soap for hand washing.

www.cdc.gov/handwashing



This material was developed by CDC. The Life is Better with Clean Hands Campaign is made possible by a partnership between the CDC Foundation, GOJO, and Staples. HHS/CDC does not endorse commercial products, services, or companies.

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EXHIBIT 2

Prevent the spread of COVID-19 if you are sick

Accessible version: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

If you are sick with COVID-19 or think you might have COVID-19, follow the steps below to help protect other people in your home and community.

Stay home except to get medical care.

- **Stay home.** Most people with COVID-19 have mild illness and are able to recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas.
- **Take care of yourself.** Get rest and stay hydrated.
- **Get medical care when needed.** Call your doctor before you go to their office for care. But, if you have trouble breathing or other concerning symptoms, call 911 for immediate help.
- **Avoid public transportation, ride-sharing, or taxis.**



Separate yourself from other people and pets in your home.

- **As much as possible, stay in a specific room and away from other people and pets in your home.** Also, you should use a separate bathroom, if available. If you need to be around other people or animals in or outside of the home, wear a cloth face covering.
 - See COVID-19 and Animals if you have questions about pets: <https://www.cdc.gov/coronavirus/2019-ncov/faq.html#COVID19animals>



Monitor your symptoms.

- **Common symptoms of COVID-19 include fever and cough.** Trouble breathing is a more serious symptom that means you should get medical attention.
- **Follow care instructions from your healthcare provider and local health department.** Your local health authorities will give instructions on checking your symptoms and reporting information.



If you develop emergency warning signs for COVID-19 get medical attention immediately.

Emergency warning signs include*:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or not able to be woken
- Bluish lips or face

*This list is not all inclusive. Please consult your medical provider for any other symptoms that are severe or concerning to you.

Call 911 if you have a medical emergency. If you have a medical emergency and need to call 911, notify the operator that you have or think you might have, COVID-19. If possible, put on a facemask before medical help arrives.

Call ahead before visiting your doctor.

- **Call ahead.** Many medical visits for routine care are being postponed or done by phone or telemedicine.
- **If you have a medical appointment that cannot be postponed, call your doctor's office.** This will help the office protect themselves and other patients.



If you are sick, wear a cloth covering over your nose and mouth.

- **You should wear a cloth face covering over your nose and mouth if you must be around other people or animals, including pets (even at home).**
- **You don't need to wear the cloth face covering if you are alone.** If you can't put on a cloth face covering (because of trouble breathing for example), cover your coughs and sneezes in some other way. Try to stay at least 6 feet away from other people. This will help protect the people around you.



Note: During the COVID-19 pandemic, medical grade facemasks are reserved for healthcare workers and some first responders. You may need to make a cloth face covering using a scarf or bandana.



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[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

EXHIBIT 3

CORONAVIRUS (COVID-19) SCREEN – EMPLOYEE

EMPLOYEE NAME: _____

DATE: _____

Are you currently experiencing any of the following symptoms:

SYMPTOMS	YES OR NO
COUGH	
SHORTNESS OF BREATH	
FLU-LIKE SYMPTOMS	
HAVE YOU TRAVELLED TO A CORONA VIRUS ENDEMIC LOCATION IN THE PAST 14 DAYS?	
HAVE YOU BEEN EXPOSED TO ANYONE THAT YOU KNOW THAT HAS TESTED POSITIVE FOR CORONAVIRUS OR ANYONE WHO IS BEING TESTED OR INVESTIGATED FOR CORONAVIRUS IN THE PAST 14 DAYS.	

TEMPERATURE: _____ PERMITTED TO ENTER: CIRCLE: YES OR NO

SCREENER NAME: _____

CORONAVIRUS (COVID-19) SCREEN – EMPLOYEE

EMPLOYEE NAME: _____

DATE: _____

Are you currently experiencing any of the following symptoms:

SYMPTOMS	YES OR NO
COUGH	
SHORTNESS OF BREATH	
FLU-LIKE SYMPTOMS	
HAVE YOU TRAVELLED TO A CORONA VIRUS ENDEMIC LOCATION IN THE PAST 14 DAYS?	
HAVE YOU BEEN EXPOSED TO ANYONE THAT YOU KNOW THAT HAS TESTED POSITIVE FOR CORONAVIRUS OR ANYONE WHO IS BEING TESTED OR INVESTIGATED FOR CORONAVIRUS IN THE PAST 14 DAYS.	

TEMPERATURE: _____ PERMITTED TO ENTER: CIRCLE: YES OR NO

SCREENER NAME: _____

EXHIBIT 4

STOP THE SPREAD OF GERMS

Help prevent the spread of respiratory diseases like COVID-19.

Stay at least 6 feet (about 2 arms' length)
from other people.



cdc.gov/coronavirus

EXHIBIT 5



CORONAVIRUS DISEASE 2019
(COVID-19)

You can help prevent the spread of respiratory illnesses with these actions:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose & mouth.
- Practice social distancing by putting space between yourself & others.
- Wash hands often with soap & water for at least 20 seconds.



cdc.gov/coronavirus

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The infographic features a teal background with a white hand being washed under a faucet. The text is presented in white and yellow boxes. The CDC logo is in the bottom left, and the website URL and copyright notice are in the bottom right.

EXHIBIT 6

COVID-19 Personal Protective Equipment (PPE) for Healthcare Personnel

Preferred PPE – Use N95 or Higher Respirator

Acceptable Alternative PPE – Use facemask

Labels for Preferred PPE:

- Face shield or goggles
- N95 or higher respirator. When respirators are not available use the best available alternative, like a facemask.
- One pair of gloves, non-sterile gloves.
- Isolation gown

Labels for Acceptable Alternative PPE:

- Face shield or goggles
- Facemask. N95 or higher respirator, as preferred but facemasks are an acceptable alternative.
- One pair of gloves, non-sterile gloves.
- Isolation gown



[cdc.gov/COVID19](https://www.cdc.gov/COVID19)

EXHIBIT 7



EXHIBIT 8

SAFETY CHECKLIST OF PATRONS AND PREMISES

(EXHIBIT 8)

DATE: _____

DESCRIPTION:	CHECK IF OK	COMMENTS :	MoD Int.
1PM CHECK INDOOR/OUTDOOR PREMISES WALK-THRU CHECK AND OBSERVE PATRONS AT SIGHT OBSERVE SOCIAL DISTANCING WITHIN PATRONS INDOOR AND OUTDOOR PREMISES			
2PM CHECK INDOOR/OUTDOOR PREMISES WALK-THRU CHECK AND OBSERVE PATRONS AT SIGHT OBSERVE SOCIAL DISTANCING WITHIN PATRONS INDOOR AND OUTDOOR PREMISES			
3PM CHECK INDOOR/OUTDOOR PREMISES WALK-THRU CHECK AND OBSERVE PATRONS AT SIGHT OBSERVE SOCIAL DISTANCING WITHIN PATRONS INDOOR AND OUTDOOR PREMISES			
4PM CHECK INDOOR/OUTDOOR PREMISES WALK-THRU CHECK AND OBSERVE PATRONS AT SIGHT OBSERVE SOCIAL DISTANCING WITHIN PATRONS INDOOR AND OUTDOOR PREMISES			
5PM CHECK INDOOR/OUTDOOR PREMISES WALK-THRU CHECK AND OBSERVE PATRONS AT SIGHT OBSERVE SOCIAL DISTANCING WITHIN PATRONS INDOOR AND OUTDOOR PREMISES			
OTHERS:			

EXHIBIT 9

Social Distancing decals will be present on the floor throughout the property where lines could occur as a reminder of social distancing (Exhibit 9). NEED PICTURES FROM PREMISES

EXHIBIT 10

Seating has been reduced by 50% to ensure proper social distancing. 1 Patron per 6 FEET TABLE. (Exhibit 10). NEED PICTURE OF 1 PATRON PER TABLE